

## REGULAR COUNCIL MEETING OCTOBER 10, 2016 7:00 P.M.

The meeting was opened by announcing that this was an open meeting of the Common Council. Notice of this meeting was given to the public at least 24 hours in advance of the meeting by forwarding the complete agenda to the official City newspaper, The New Richmond News, and to all news media who have requested the same as well as posting. Copies of the complete agenda were available for inspection at the City Clerk's office and on the City's website at [www.newrichmondwi.gov](http://www.newrichmondwi.gov). Anyone desiring information as to forthcoming meetings should contact the City Clerk's office.

Roll call was taken.

Members Present: Mayor Horne, Alderman Kittel, Ard, Jackson, Montello, Volkert and Zajkowski.

The Pledge of Allegiance was recited.

Alderman Montello moved to adopt the agenda as presented, seconded by Alderman Ard and carried.

### **Public Comment**

Sarah Yacoub introduced herself and is running for St. Croix County District Attorney.

### **Consent Agenda**

1. Approval of the Minutes from the Previous Regular Council Meeting, September 12, 2016 and Special Council Meeting, September 28, 2016
2. Application for License to Serve from Taylor V. Spaulding, Osceola; Heather N. Siler, Clear Lake; Kristin S. Briggs, Hudson; Michelle R. Frame, New Richmond; Kaylee J. Langer, New Richmond; and Lance C. Cylkowski, New Richmond
3. Skate Park Donations:  
Tim Scott Law Firm: \$500  
Total Commitments: \$132,827.49  
Total Received: \$130,327.49
4. Payment of VO#59808 through VO#59900 totaling \$357,971.02 plus electronic fund transfers of \$1,609,618.24 for a grand total of \$1,967,589.26

|                          |              |
|--------------------------|--------------|
| General Fund             | \$796,771.66 |
| Impact Fees Fund         | 6,062.34     |
| Cemetery Fund            | 4,963.90     |
| Debt Service Fund        | 1,010,132.18 |
| Capital Projects         | 19,610.49    |
| Capital Replacement Fund | 13,999.00    |
| Landfill Cleanup Fund    | 2,914.33     |
| TIF District #6          | 16,361.15    |
| TIF District #8          | 34.08        |
| Storm Water Utility      | 15,368.97    |
| Park Land Trust Fund     | 63,217.34    |
| Library Trust Fund       | 17,750.14    |
| NR WI Armed Services     | 403.68       |

Alderman Montello moved to approve the consent agenda as presented, seconded by Alderman Ard and carried.

### **Department Reports**

**Administration** – Mike Darrow stated there will be two community engagement meetings regarding the 2017 budget, one will be before the October 24<sup>th</sup> work session and the other before the November 14<sup>th</sup> Council meeting. A press release will be sent out about this along with an update on facebook and twitter. There is a lot of excitement about the budget process including the short and long term financial needs of the City. The City's strategic plan will be presented in the next couple months and then we will look for feedback from the community. There will be a community conversation on October 19<sup>th</sup> at 5:00 p.m. in the Civic Center for the community commons master plan. Approval of this plan will hopefully be in November. The skate park is open and many people are using it. The official opening will be next spring.

**Community Development** – Beth Thompson stated that the Plan Commission recently approved the sign ordinance and this will come to the Council for final approval. The Dairy Queen had a ground breaking for their new location on September 26<sup>th</sup>. RFPs were sent out for the comprehensive plan and there was a meeting with potential consulting groups today to explain what the City is looking for. The deadline for proposals is November 1, 2016. The original group will meet to review the proposals and interview those selected. The process takes approximately one year. Absentee voting is happening in the Clerk's office. Polls will be open on November 8<sup>th</sup> from 7:00 a.m. to 8:00 p.m.

**Public Works** – Jeremiah Wendt gave an update on street projects. Paperjack, North Starr and East Hughes are mostly complete. Street trees have been planted and those are coming from the City's gravel bed nursery that was started in 2014. Pavement will be going down on North Shore Drive and then the final restoration will begin. Underground utilities are done on East and West River Drive and curb and gutter will get started later this week and early next week. All of the street projects are starting to wrap up. They are looking for feedback on these projects. Surveys will be sent out to residents living in those areas this week. Sidewalk construction is happening now and City staff is doing the restoration work for those. Next month the Council will discuss amending the official right-of-way map for the jug handle interchange. The Plan Commission has approved the design for the new right-of-way map. The final concept map was sent out to those property owners in that area.

**Police** – Craig Yehlik stated that the drug detective position is up and running as of today. Officer De La Cruz went through training regarding new drug prevention programs for schools and communities. We did not receive the COPS grant that was applied for to get a school resource officer. All of the money went to Milwaukee. Craig will look at other funding avenues for this position. Nick Cramlet and Jake Sather went to a crisis intervention conference. Veronica Koehler attended a training in background investigation. Adam Balow attended evidence technical training as well.

**Fire** – Mayor Horne stated that tonight is Fire Safety night at the Fire Hall and those who bring an item for the food shelf can get a ride on a fire truck.

### **Senior Center Lease**

Mike Darrow explained that the main aspects of the lease were discussed at the last work session in September. They will be open Monday through Thursday from 8:00 a.m. to 2:00 p.m. Alderman Ard moved to approve this lease with the change in days to read Monday through Thursday, seconded by Alderman Kittel and carried.

### **Emergency Management Coordinator**

Mayor Horne appointed Veronica Koehler to be the Emergency Management Coordinator. The Public Safety Committee met with Veronica and discussed the short and long term goals for the

new emergency process. Alderman Montello moved to confirm this appointment, seconded by Alderman Ard and carried.

#### **Naming Rights Policy**

Noah Wiedenfeld explained that the Park Board approved this policy a couple years ago, but it was never approved by Council. The policy provides general guidelines for naming parks. Discussion followed. Alderman Ard moved to approve the policy with the addition in Section 4.1 (C) and (D) and Section 4.4 of “Community, State or nation”, seconded by Alderman Zajkowski and carried. Names would be discussed by the Park Board first and then come to Council for approval.

#### **Skate Park Name**

Noah Wiedenfeld stated that the Park Board recommended naming the skate park the Irv and Mary Sather Skylark Skate Park. Skylark in literature is symbolic of freedom, joy and happiness. Alderman Montello moved to approve this name, seconded by Alderman Zajkowski and carried.

#### **Memorandum of Understanding for Canoe & Kayak Access at Nature Center**

Noah Wiedenfeld explained that this was discussed by the Park Board and the St. Croix County Resource Management Division. This MOU is required for applying for a grant for the canoe and kayak access. The conservation core will be clearing trees on the river from the Nature Center to the Boardman town hall. A group of volunteers will be here for one week to clear the trees. There are 25 barriers in the river on this section. Alderman Zajkowski moved to approve the MOU, seconded by Alderman Montello and carried.

#### **Croft Apartments Development Agreement**

Council, staff and the City Attorney toured the Croft Apartments and found several items to be addressed. Nick Vivian put together a development agreement that includes improvements to the main entry, the alarm system, landscaping plan, resident eligibility and screening. Rents will be reviewed on an annual basis. The agreement will be reviewed on an annual basis to insure compliance. Mike thanked all who were involved in the process. Discussion followed. Alderman Montello moved to approve the agreement, seconded by Alderman Zajkowski and carried. The deadline for the compliance in all areas is January 1, 2017. Sarah Skinner will report back to the Council and make a recommendation as to whether the collateral can be released.

#### **Police Gift Card – Pay it Forward**

Craig Yehlik stated that the Police Department has received 53 gift cards totaling \$265 for local businesses. The officers cannot accept gifts. Craig asked his staff how they think these should be utilized. They came up with a proposal to take the cards out, introduce themselves to the public and gather information from citizens and give them a gift card for their time. All of the donors have agreed with that type of a process. The Council requested to hear back from Craig on the information he receives from citizens. Alderman Ard moved to approve the Pay it Forward proposal, seconded by Alderman Volkert and carried.

#### **TIF #6 Farm Lease Amendment**

Jeremiah Wendt explained that the reason for the amendment is to remove the property recently sold to ESR. Alderman Montello moved to approve this amendment, seconded by Alderman Ard and carried.

#### **2017 Street & Utility Design Contract**

Jeremiah Wendt explained that this contract is for the design of the North Fourth Street project. The plan is to bid the project next spring. More detail will be provided on where the funds will come from to pay for the project. North Starr and Paperjack Drive were significantly under budget and the other two projects this year should be as well. The North Fourth Street project will include replacement of all water and sewer utilities. There will also be three public engagement meetings. Alderman Ard moved to approve the 2017 Street & Utility Design Contract, seconded by Alderman Kittel and carried.

**STH 64 Coalition Agreements**

Jeremiah Wendt stated that as part of the mitigation funds for the St. Croix River crossing project, all wastewater treatment plants are completing a facility plan to mitigate the impact of growth and plan for stormwater. The cost of this plan is \$49,500 paid for by the mitigation funds. Alderman Montello moved to approve this plan, seconded by Alderman Ard and carried.

Also as part of this St. Croix River crossing project we will be completing an erosion vulnerability assessment for agricultural lands to look at how to reduce phosphorus in the entire watershed area at a cost of \$21,423 to come from the mitigation funds as well. This project will identify areas where additional funding could be allocated. Alderman Montello moved to approve this agreement, seconded by Aldermen Ard and carried.

**Work Session on October 24, 2016 at 5:30 p.m.****Communications and Miscellaneous**

The VFW Auxiliary is sponsoring a candidate forum on October 13, 2016 at 7:00 p.m. at City Hall.

Alderman Ard moved to adjourn the meeting, seconded by Alderman Volkert and carried.

Meeting adjourned at 8:15 p.m.

Tanya Batchelor  
City Clerk